



## Solihull Academy

### Person Specification – Vocational Learning Support Assistant (Level 3 / Band C)

	Essential	Desirable	Methods of Assessment
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Good levels of competency in literacy &amp; numeracy</li> <li>A minimum of 5 GCSE's (or equivalent) to include English &amp; Maths at Grade C</li> <li>Level 3 Teaching Assistant Qualifications or Supporting Teaching &amp; Learning in School Certificate (Level 3) or equivalent experience</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of Further Education such as A Levels</li> <li>Graduate qualification to enable support to be given to a subject within the school</li> <li>Post 16 vocational qualifications</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>Qualifications</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of supporting individual/groups of children</li> <li>Experience of using interpersonal skills to work through difficult situation</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working in a learning environment such as a learning centre or school/college</li> <li>Experience of ICT packages i.e. Word, PowerPoint, SIMS</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>References</li> <li>Interview</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>Knowledge of Behaviour strategies and strategies to support children in the classroom</li> <li>Knowledge of KS3 and/or KS4 curriculums</li> </ul>	<ul style="list-style-type: none"> <li>An understanding of the challenges faced by children with recognised difficulties such as Autism, Asperger's, ADHD, Dyslexia etc.</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>References</li> <li>Interview</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>Accurate and fluent written communication skills</li> <li>Ability to orally communicate effectively with a range of audiences</li> <li>Ability to engage and motivate pupils</li> <li>Effective time management skills which allow students to complete set activities at an appropriate pace</li> <li>Ability to deploy behaviour management strategies effectively</li> </ul>	<ul style="list-style-type: none"> <li>Awareness of the code of Practice</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>References</li> <li>Interview</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>Commitment to inclusion</li> <li>To undergo an enhanced DBS check</li> <li>Full Driving Licence</li> </ul>	<ul style="list-style-type: none"> <li>Willingness to take a minibus test and drive a minibus</li> </ul>	<ul style="list-style-type: none"> <li>Interview</li> </ul>